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University Council Meeting, April 17, 1968

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MINUTES OF THE UNIVERSITY COUNCIL

#3

APRIL 17, 1968

Meetings of the University Council are open to members of the University community. Persons attending the meetings may participate in discussions with the consent of the Council.

Persons desiring to bring items to the attention of the Council may do so by contacting any member of the Council.

MEMBERS OF THE UNIVERSITY COUNCIL

1. Samuel Braden	8-2241	12. Frederick D. Kagy	8-2612
2. Richard Bond	8-2261	13. Walter S. G. Kohn	8-2507
3. George Drew	8-8455	14. Thomas B. Martin	8-2452
4. John Ferrell	8-2194	15. Charles Morris	8-2476
5. Frederick W. Fuess	8-5328	16. Warren S. Perry	8-2377
6. Charles E. Gray, Jr.	8-8437	17. Carroll Peterson	8-8487
7. Dean S. Hage	8-2274	18. Mary A. Rozum	8-2468
8. Barbara C. Hall	8-8461	19. Stanley B. Shuman	8-2279
9. Charles R. Hicklin	8-2445	20. Irwin Spector	8-2600
10. Richard E. Hulet	8-2545	21. David E. Sweet	8-2528
11. Eric H. Johnson	8-2143	Linda K. Pourciau Clerical Secretary	8-7274

MINUTES OF THE UNIVERSITY COUNCIL

#3

APRIL 17, 1968

<u>Table of Contents</u>	<u>Page</u>
1. Academic Life and Student Organizations Board, Appointment of	5-6
2. Code of Ethics, Report of Committee to Formulate	4
3. College of Education, By-Laws	4 & 9-13
4. Committee Membership, Proposal	5
5. Communications	
a. Council for Teacher Education	7
b. Faculty Status Committee, Final Report of	7
c. David Sweet, Resignation of	6
d. Helen Nance, Resignation as Department Head	6
6. Council Procedures, Consideration of	1-3
7. Inauguration Steering Committee, Report of	3 & 8
8. Instructional Units, Procedures for Establishment of	4
9. University Council Representative from the College of Arts and Sciences	5
10. University Curriculum Committee, Proposal to Reorganize	4

MINUTES OF THE UNIVERSITY COUNCIL
(Not approved by the Council)

#3

DATE: April 17, 1968

MEMBERS PRESENT

1. David Sweet	6. Warren Perry	11. Charles Hicklin	16. George Drew
2. Irwin Spector	7. Charles Morris	12. Barbara Hall	17. Eric Johnson
3. Stanley Shuman	8. Thomas Martin	13. Frederick Fuess	18. Richard Hulet
4. Mary Rozum	9. Walter Kohn	14. Charles Gray	19. Richard Bond
5. Carroll Peterson	10. Frederick Kagy	15. John Ferrell	20. Samuel Braden

MEMBERS ABSENT

1. Dean Hage

CALL TO ORDER

The regular meeting of the University Council was called to order by the Chairman, Mr. Shuman, at 7:15 p.m. in the private dining room of the University Union.

APPROVAL OF THE MINUTES

Mr. Sweet moved the approval of the minutes of the March 20, 1968 meeting. The motion was seconded by Mr. Kohn.

Mr. Sweet indicated that on page 12, the second paragraph under Communications, the following sentence should have been added: "The University Council proceeded by secret ballot to vote on confirming each nominee individually."

Mr. Shuman noted that the first sentence on the top of page 10, the degree should have read, "Doctor of Humane Letters (L. H. D.)."

The motion carried by a voice vote and the minutes stood approved as corrected.

CONSIDERATION OF COUNCIL PROCEDURES

Mr. Sweet moved that:

"In addition to listing items by title, the Agenda of Council meetings distributed to members of the Council shall include a statement of any motion which is to be acted upon by the Council. Such motion shall be subject to amendment in accordance with the Council's Rules of Procedure. When a motion is carried over from a preceding Council meeting, it shall be restated in the Agenda as it appears in the Minutes of the preceding meeting."

Mr. Drew seconded the motion.

Mr. Sweet stated it would be helpful to the Council members if the official agenda contained the specific motions to be acted upon by the Council. This would give the Council members time to consider the matter before it came up for discussion and approval.

Voting was as follows:

Voting "Yes"

- | | |
|---------------------|---------------------|
| 1. David Sweet | 7. Charles Morris |
| 2. Irwin Spector | 8. Thomas Martin |
| 3. Stanley Shuman | 9. Frederick Kagy |
| 4. Mary Rozum | 10. Charles Hicklin |
| 5. Carroll Peterson | |
| 6. Warren Perry | |

- | |
|---------------------|
| 11. Barbara Hall |
| 12. Frederick Fuess |
| 13. John Ferrell |
| 14. George Drew |
| 15. Eric Johnson |
| 16. Samuel Braden |

Voting "No"

- | |
|-----------------|
| 1. Walter Kohn |
| 2. Charles Gray |
| 3. Richard Bond |

Voting "Present"

- | |
|------------------|
| 1. Richard Hulet |
|------------------|

The motion carried.

Mr. Sweet moved that:

"The Minutes of the University Council shall include a record of motions made and votes taken, but the secretary shall not attempt to summarize the oral discussion in the Minutes. If no negative votes are cast only the names of those abstaining (if any) will be listed. When one or more negative votes are cast, a complete record of the vote will be recorded in the minutes. Any Council member who desires to include with the Minutes a statement regarding any matter discussed at a meeting, may file such statements in writing with the clerical assistant to the Council. Such statement shall be included in the appendix to the minutes. Written reports to the Council by committees, administrative officers, or others shall also be placed in the appendix, which shall also include copies of relevant correspondence."

Miss Hall seconded the motion.

It was stated that if the discussion were deleted from the minutes, it would no longer be a "meaningful report" as required by the Council By-Laws.

President Braden pointed out that the University Council is not the audience for these minutes. The audience for these minutes is the faculty and this motion invites a faculty review.

The voting was as follows:

Voting "Yes"

- | | |
|---------------------|--------------------|
| 1. David Sweet | 5. Charles Gray |
| 2. Irwin Spector | 6. Frederick Fuess |
| 3. Carroll Peterson | 7. Samuel Braden |
| 4. Frederick Kagy | |

Voting "No"

- | | |
|-------------------|--------------------|
| 1. Stanley Shuman | 7. Charles Hicklin |
| 2. Mary Rozum | 8. Barbara Hall |
| 3. Warren Perry | 9. John Ferrell |
| 4. Charles Morris | 10. George Drew |
| 5. Thomas Martin | 11. Richard Hulet |
| 6. Walter Kohn | 12. Richard Bond |

Voting "Present"

- | |
|-----------------|
| 1. Eric Johnson |
|-----------------|

The motion was defeated.

Mr. Sweet moved that:

"A summary of actions taken, including relevant discussion, at each Council meeting shall be prepared by the University News Services and distributed to the University media of communication the day following each Council meeting. A reporter for the News Services shall be invited to attend Council meetings."

Mr. Ferrell seconded the motion.

The motion carried unanimously by a roll call vote.

Mr. Sweet moved that:

"The minutes of all University standing committees, college councils, and academic departments shall be forwarded to each member of the University Council and to the clerical secretary of the University Council at the same time that they are forwarded to the members of said committees, councils, and departments."

The motion was seconded by Mr. Spector.

The motion carried unanimously by a roll call vote.

Mr. Shuman instructed the clerical secretary to contact the chairmen of the standing committees, college councils, and academic departments.

The Council Secretary, Mr. Fuess, asked the Council for their approval of his request regarding the recording of roll call votes in the minutes, which was stated as follows:

"If no negative votes are cast only the names of those abstaining (if any) will be listed. When one or more negative votes are cast, a complete record of the vote will be recorded in the minutes."

The Chairman was in favor of this suggestion and there were no objections from the Council members.

REPORT OF THE INAUGURATION STEERING COMMITTEE

Miss Rozum presented the report from the Inauguration Steering Committee for Mr. Harden, chairman of the committee.

No action was taken on this report.

The report is included in the minutes.

PROPOSAL TO REORGANIZE THE UNIVERSITY CURRICULUM COMMITTEE

Mr. Kohn moved that this discussion be postponed until Dean Olsen could be present at the Council meeting. The motion was seconded by Mr. Peterson.

The motion carried by a voice vote.

PROCEDURES FOR ESTABLISHMENT OF INSTRUCTIONAL UNITS

Mr. Sweet moved that this be postponed until Dean Olsen could be present. Mr. Perry seconded the motion.

The motion carried by a voice vote.

REPORT OF COMMITTEE TO FORMULATE A CODE OF ETHICS

Mr. Knight, Chairman of the Committee to Formulate a Code of Ethics, presented a draft of the proposed Code of Ethics. Mr. Knight suggested that the proposed Code be edited.

Several points regarding terminology were discussed by the Council.

Mr. Hicklin moved that the Code of Ethics be placed on the agenda of the next regular meeting of the University Council; that prior to that meeting, Council members file in the University Council office any amendments which they wish to propose; that all amendments be distributed to the members of the Council; and that no amendments be considered other than those distributed. The motion was seconded by Mr. Sweet.

The motion carried unanimously by a roll call vote.

Mr. Hicklin then moved that the University Council send a letter of thanks and appreciation to the committee members. Mr. Kohn seconded the motion.

The motion carried by a voice vote.

CONSIDERATION OF BY-LAWS OF THE COLLEGE OF EDUCATION

Mr. Kohn moved the adoption of the By-Laws of the College of Education. The motion was seconded by Mr. Perry.

Several members of the Council stated that although they did not agree with some of the provisions of the By-Laws, the College of Education should be allowed the freedom to establish their own By-Laws within the framework of the University Council By-Laws.

The motion carried by a unanimous roll call vote.

A copy of the by-laws is included in the minutes.

MOTION PROPOSED BY WALTER KOHN

Mr. Kohn's proposal to restrict the number of committees on which a faculty member may serve at the university, college, and departmental levels reads as follows:

"Recognizing that the primary function of a member of a university faculty is to teach and to be engaged in research, and in order to ease the burden of committee assignments for some faculty members and at the same time involve others who at present do not have such assignments,

The University Council strongly recommends that no faculty member (other than administrators and department chairmen in an ad hoc capacity) serve at one and the same time on more than one university standing committee, one university ad hoc committee, one college committee, and one departmental committee.

This policy is to become effective as vacancies on the various committees develop. In order to facilitate this policy, departmental secretaries should be requested to canvass the individual members of their departments as soon as possible in order to obtain an accurate listing of the committees each member is serving on at the present time. In this way, a complete directory of faculty and their committee assignments will be obtained, copies of which are to be sent to the individual Council members and to the members of the Committee on Committees."

Mr. Kohn moved that consideration of this item be postponed until the May 15 meeting where it should be the first item on the agenda. In the meantime, the proposal should be included in these minutes and should be circulated among the faculty. The motion was seconded by Mr. Hicklin.

The motion carried by a voice vote.

PROPOSAL TO FILL VACANCY ON THE UNIVERSITY COUNCIL FROM THE COLLEGE OF ARTS AND SCIENCES

Mr. Sweet moved that the University Council instruct the Election Committee of the College of Arts and Sciences to conduct an election for the unexpired term of Mr. Peterson at the earliest possible moment before May 16 in accordance with the procedures established in the Council By-Laws. The University Council agrees to appoint the person who receives the highest number of votes in the final election to fill the vacancy. The motion was seconded by Mr. Kohn.

The motion carried by a unanimous roll call vote.

APPOINTMENT OF THE ACADEMIC LIFE AND STUDENT ORGANIZATIONS BOARD

Mr. Hulet moved subject to the concurrence of the Committee on Committees, the Council approve the creation of the Academic Life and Student Organizations Board and the discontinuance of the Apportionment Board and the Student Life and Organizations Board effective on their completion of work for the academic year 1967-68. Mr. Hicklin seconded the motion.

The reason for this action was stated as simply a request to do away with two boards at the end of this academic year and replace them with one board. The reason for this has to do with the revisions which have taken place in the distribution of student fees.

The suggested membership of the Academic Life and Student Organizations Board might include six student members, four faculty members (one of whom will serve as chairman to provide continuity), the Coordinator for Student Activities, and two administrative representatives (one from the Office of the Dean of Student Services and one from the Comptroller's Office). The Coordinator for Student Activities shall serve as executive secretary and budget coordinator for the Board.

The ALSO Board would be concerned with the development of an out-of-class cultural program. It would coordinate and approve budget requests for such joint faculty-student committees as might be needed to accomplish this purpose. Further, it would accept budget requests and make recommendations for allocations to non-departmental and non-Student Senate student interest-group organizations. (In general, this Board will assume the functions of the former SLO and Apportionment Boards.) The ALSO Board would make its budget request and receive its allocation through the Vice President and Dean of Student Services.

The motion carried without any negative votes and Mr. John Ferrell abstaining.

COMMUNICATIONS

Announcement From Dean Bond

Dean Bond reported that Miss Nance had requested that she be relieved of the headship of the Department of Elementary Education to become a full-time teaching faculty member effective September 1, 1968.

The Council must nominate three faculty members for the Selection Committee. By consensus of the Council, the Executive Committee agreed to submit a list of names and procedures which will be used for nominating in the future.

Communication From David Sweet

Mr. Sweet submitted his resignation from the University Council and from the Joint Faculty Policy Committee effective April 17, 1968. Mr. Sweet said that in light of his administrative position, he felt a full-time teaching faculty member should serve on the Council instead.

Mr. Kohn moved that the Council accept with regret Mr. Sweet's resignation from the University Council and the Joint Faculty Policy Committee, and the Council express its deep appreciation to Mr. Sweet for his outstanding service to the Council and to the University.
Mr. Spector seconded the motion.

The motion carried unanimously by a standing vote.

The Faculty Status Committee Report

Mr. Patterson gave a report of the procedures used by the Faculty Status Committee in determining salaries, promotions, and tenure. The final report of the FSC was available to University Council members during the forty-eight hours prior to the meeting.

Mr. Sweet moved the acceptance of the report of the Faculty Status Committee with commendation to the committee for its diligent efforts. Mr. Gray seconded the motion.

The motion carried without any negative votes and Mr. Richard Bond abstaining.

Council for Teacher Education

Dean Bond announced the resignation of Mr. Arnold Condon from the Council for Teacher Education. Dean Bond nominated Mr. Francis Kenel to replace Mr. Condon.

Mr. Peterson moved that the Council approve the nomination of Francis Kenel to the Council for Teacher Education as representative from the applied areas. The motion was seconded by Mr. Drew.

The motion carried by a voice vote.

ADJOURNMENT

Mr. Hicklin moved that the Council meeting be adjourned. Mr. Hulet seconded the motion.

The meeting was adjourned at 12:05 a.m.

Respectfully submitted,

Stanley Shuman, Chairman
Frederick Fuess, Secretary

SS/FF:lp

April 17, 1968

INAUGURATION OF DR. BRADEN

Progress Report of Steering Committee

1. Inaugural Semester has been underway since early February with the appearance of a variety of lecturers on the campus.
2. The actual Inauguration will cover a two-day period from May 10-11, 1968.

Friday, May 10, 1968

- a. Press luncheon at University Union with short talk by Dr. Braden on the present and future of Illinois State University
- b. Colloquium entitled "The Creative Experience" from 3:00-4:00 p.m. in Capen Auditorium
- c. Reception for Dr. Braden from 4:00-6:00 p.m. in the University Union
- d. Second session of the Colloquium from 8:00-10:00 p.m. in Capen Auditorium
- e. Concert by Leonard Pennario, a pianist, from 8:00-10:00 p.m. in Stroud Auditorium

Saturday, May 11, 1968

- a. Registration of special guests from 8:00-10:00 a.m. in Hovey Hall with coffee in the University Union
 - b. Inauguration Ceremony at 10:30 a.m. in Horton Fieldhouse
 - c. Luncheon at 1:00 p.m. in the University Union
 - d. University-wide Open House from 2:00-5:00 p.m.
3. All of the events are open to the faculty with the exception of the luncheon which will be limited as to the number attending because of the space problem. Faculty members are welcomed to come to the Inauguration Ceremony in spite of the fact that they do not wish to wear academic garb.
 4. All classes will be in session on both Friday and Saturday.
 5. Flow charts have been drawn up in order that the seven committees working on the Inauguration will be aware of their specific responsibilities for the various events so that it is hoped that the two days will be outstanding in the history of this decade.

Mary A. Rozum
Secretary of Steering Committee
for Inauguration of Dr. Braden

PROPOSED BY-LAWS OF THE COUNCIL OF THE COLLEGE OF EDUCATION

ARTICLE I. NAME

The name of this organization shall be the Council of the College of Education, hereinafter referred to as the "College Council."

ARTICLE II. PURPOSE

The College Council shall serve as the agency through which the faculty of the College of Education shall participate in determining College policy in accordance with the By-Laws of the University Council of Illinois State University.

ARTICLE III. MEMBERSHIP

Section 1. The College Council shall consist of 12 members: the Dean of the College, seven departmental representatives elected by the departments, two members elected by the faculty-at-large, and two department heads elected by the heads of the departments. The two members elected at large must be from different departments. In the event additional departments are formed, the Council membership shall be increased by one for each new department.

Section 2. All regular faculty members who have major assignments as instructors or higher in a department of the College and who have been full-time faculty members at Illinois State University for at least one year preceding the election shall be eligible for election to the College Council, unless they are on leave at the time of the election, or have been granted a leave for the whole or part of the following academic year, or are on disability leave under the University Retirement system. The head of a department is eligible for election only as a representative of the heads of departments.

Section 3. Elected members of the Council shall serve three-year terms. No elected Council member may serve more than two consecutive terms. However, a person who has served two consecutive terms may again be eligible after one year. For purposes of this section, a period of service of from 18 months to three years shall be considered a term.

Section 4. The annual elections shall also provide for the election of Council members to fill unexpired terms of members-at-large in accordance with Article IV, Section 7.

Section 5. When a member of the Council ceases to hold a major assignment in the College of Education, he must be replaced in accordance with Article IV, Section 7.

PROPOSED BY-LAWS OF THE COUNCIL OF THE COLLEGE OF EDUCATION

-2-

ARTICLE IV. ELECTIONS

Section 1. The College Council shall select a standing Elections Committee to supervise the nomination and election of at-large members of the Council. In addition, this Committee shall supervise the nomination and election of members of all committees whose members are elected by the faculty-at-large. It shall also prepare rules for the conduct of nominations and elections which are consistent with these by-laws. Before such rules shall take effect, the Committee shall submit them to the College Council for approval.

Section 2. Members of the College APT Committee shall be elected by the College Council for three-year terms of office. The Council shall fill vacancies on the Committee by election. Members of the APT Committee at the time of the election of the first Council shall continue to serve until their terms expire, at which times the Council shall elect their replacements. No elected member of the College Council may serve on the APT Committee.

Section 3. Regular members of the faculty who have a major assignment in a department of the College, with the exception of heads of departments and persons who are on leave or disability, are eligible to vote for Council members in at-large elections and in elections for their departmental representatives. Prior to each election, the Office of the Dean of the College shall provide the Elections Committee with a list of eligible voters. The Committee shall make copies of this list available to members of the College faculty for at-large elections and to department members for election of departmental representatives.

All heads of departments of the College, with the exception of those who are on leave or disability, are eligible to participate in the election of heads of departments to the Council.

Section 4. In at-large elections, each department which is eligible to elect an at-large member of the Council shall nominate one candidate from its membership.

Section 5. Between the first and third Thursdays of February, the departments shall elect departmental representatives and the department heads shall elect their representatives to the Council. The Elections Committee shall announce the results of these elections to the entire faculty and conduct the election for members-at-large prior to the second Thursday in March.

Section 6. Within 24 hours after the balloting for at-large members, the Elections Committee shall announce to the College Faculty the complete results of this election. The candidate(s) receiving the highest number of votes in any election shall be declared elected. In an election in which Council members are to be elected for terms of differing lengths, full and partial terms shall be assigned according to the number of votes received, those receiving the higher number of votes serving the longer terms. In case of a tie, the decision shall be made by lot.

PROPOSED BY-LAWS OF THE COUNCIL OF THE COLLEGE OF EDUCATION

-3-

Section 7. In the event of a vacancy among at-large members occurring between elections, the Council shall appoint a temporary replacement to serve until the next regular election. If a vacancy occurs among departmental representatives, the department concerned shall elect a replacement to serve the remainder of the term of office. Department heads will elect a replacement to serve the remainder of the term of a department head who is unable to complete his term of office.

Section 8. Newly elected members shall begin their terms of office with the first regular meeting of the Council following the election of departmental members and of the at-large member(s) and department head member (in years when either or both of the latter two are elected).

Section 9. The first Council shall be elected within 30 days after approval of these by-laws by the University Council. At the first Council election, the heads of departments shall elect one member for a one-year term and one member for a two-year term. The departments shall elect seven members, two for one-year terms, three for two-year terms, and two for three-year terms. The length of terms will be determined by lot. Of the two members elected at-large, the one receiving the greater number of votes shall serve a three-year term and the one receiving the lesser number of votes shall serve a one-year term. The present College Advisory Council will select an Election Committee to establish the rules and conduct the first election for the College Council in accordance with these by-laws.

ARTICLE V. OFFICERS

Section 1. At the first regular meeting after the election of new members, the Council shall choose by ballot from its elected members a Chairman, a Vice-Chairman, and a Secretary for one-year terms. These officers shall assume their duties immediately upon election.

Section 2. These officers and the Dean of the College shall constitute the Executive Committee of the Council. The Executive Committee shall prepare the agenda for each Council meeting and shall perform such other functions as the Council assigns it.

ARTICLE VI. MEETINGS

Section 1. The Council shall hold regular meetings at least once each month during the academic year.

Section 2. Special meetings may be called by the Chairman, or in his absence by the Vice-Chairman, and must, upon written request of at least three members of the Council, be called within five days of receipt of the request.

Section 3. Two-thirds of the membership of the Council shall constitute a quorum.

PROPOSED BY-LAWS OF THE COUNCIL OF THE COLLEGE OF EDUCATION

-4-

Section 4. Minutes of Council meetings must be mailed to all members of the College faculty within ten days of each meeting. At least one permanent file of minutes shall be kept in the Office of the Dean of the College.

Section 5. Faculty members may attend all meetings of the Council except the executive sessions, but may participate in the discussion only with the consent of the Council.

Section 6. Faculty members desiring to bring specific matters to the attention of the Council shall communicate them in writing to any member of the Executive Committee five or more days before the meeting at which they wish matters considered. This time limit may be waived by a two-thirds vote of the Council.

Section 7. The parliamentary authority for use in Council meetings shall be Robert's Rules of Order, Revised.

ARTICLE VII. POWERS AND DUTIES

Section 1. The College Council shall serve as the agency through which the faculty of the College shall participate in determining College policy, and shall establish necessary procedures not otherwise enumerated in these by-laws to be used in such participation.

Section 2. The College Council shall create such standing and special committees and boards as are necessary to enable the faculty of the College to participate in the development of basic policies of the College. The College Council shall determine the method of appointment, powers, duties, and organization of each College faculty committee and board which it creates. Any member of the College faculty is eligible to serve on such committees and boards. The Council shall not normally consider a matter which is usually the responsibility of a committee or board until the committee or board has reported on the matter to the Council. No provision of this section shall be construed to preclude the Dean of the College from creating committees and boards, assigning them such duties and powers as he desires, and appointing members of the faculty to serve on them.

Section 3. Before any committee, board, council, administrative group, or official of the College or of any of its constituent parts, or any other organization, may promulgate or execute a policy in the name of the faculty of the College, the policy must be submitted to and approved by the College Council in accordance with these by-laws.

Section 4. The College Council may call regular or special meetings of the College faculty or of any part thereof. For meetings which it calls, the College Council shall establish the rules and the agenda, which rules shall not contravene these by-laws.

PROPOSED BY-LAWS OF THE COUNCIL OF THE COLLEGE OF EDUCATION

-5-

ARTICLE VIII. REFERENDA

Section 1. Any decision or action of the College Council may be referred to a vote of the faculty in accordance with the procedures established in this Article.

Section 2. The College faculty may request a referendum vote on any Council decision or action by submitting to the Executive Committee a petition signed by at least thirty per cent of the voting members of the faculty. Such petition shall be presented within ten days after the minutes reporting the decision or action have been distributed. The Elections Committee shall conduct an election on the question within one month of the day the Executive Committee receives the petition.

Section 3. The College Council may refer to a vote of the faculty any matter pending before it or any decision or action.

Section 4. When a Council decision or action, or an amendment to these by-laws, is referred to the College faculty, the faculty shall vote by secret ballot in an election conducted by the Election Committee. Prior to any referendum election, the College Council shall provide the faculty an opportunity to discuss the question to be voted on at one or more of the following:

- a. College faculty meetings
- b. Department faculty meetings
- c. Other groupings of the College faculty

Section 5. A two-thirds majority of the votes cast in a referendum election shall be required to reverse the decision of the Council.

ARTICLE IX. AMENDMENTS

A proposed amendment or proposed new by-laws shall be submitted in writing to the Secretary of the College Council who shall report the proposal to the Council at its next regular meeting. If the proposal is accompanied by a petition bearing the signature of at least thirty per cent of the voting members of the College faculty, or if the College Council agrees, the proposal shall be distributed to the faculty through the minutes of the College Council and voted on by the faculty in accordance with the procedures outlined in Article VIII, Section 4. If two-thirds of those voting in the referendum election vote for the proposal, the proposal shall be adopted and become effective when approved by the University Council.